Inquiry Process

"Inquiry is the process of narrowing the focus by examining data in such a way as to reveal the critical areas that need to be addressed" (*School Improvement for the Next Generation*, pg. 50).  The inquiry process includes:  a Comprehensive Needs Assessment, an analysis to verify root causes, and a selection of solutions.  The following steps will help guide your team’s work in completing the three major tasks of the inquiry process.

1.  Evaluating current reality

* Comparison of planned to actual
* Identification of lessons learned?

2.  Analyzing data

* Examine the five data components
* Complete the Comprehensive Needs Assessment

3.  Identifying root causes

* Define your priority concerns and do a root cause analysis
* Collect further data to inform your understanding of the challenge as necessary

4.  Select evidence based solutions

* Brainstorm solutions that would address the priority concerns

5.  Setting Goals

* Develop targeted SMART goals based on the Comprehensive Needs Assessment

6.  Completing the SIP

* Take each solution and list action steps in order to accomplish that solution
* Identify champions for these actions
* Discuss challenges
* Create action steps

**Works Cited:**   
White, Stephen. *School Improvement for the Next Generation.*Solution Tree Press, 2010. pg. 50.